

DEPARTMENT OF SOCIAL SERVICES

CHILDREN'S DIVISION

P. O. BOX 88

JEFFERSON CITY, MISSOURI

March 6, 2012

M E M O R A N D U M

TO: REGIONAL EXECUTIVE STAFF, CIRCUIT MANAGERS, AND
CHILDREN'S DIVISION STAFF

FROM: CANDACE A. SHIVELY, DIRECTOR

SUBJECT: KIDS ACCOUNT POLICY UPDATE

DISCUSSION:

The purpose of this memorandum is to inform staff of updates to KIDS Account policy and procedures.

Instructions for KIDS-2 submittals regarding required documentation has been added as well as information on the allowable use of KIDS funds. Examples of allowable expenditures include:

- School supplies
- Medical treatment and education or job skills training;
- If related to a child's disability, personal needs assistance
- Special equipment
- Therapy or rehabilitation

In addition, policy has been updated to reflect the changes as a result of transition to FACES Resources and Financials.

NECESSARY ACTION

1. Review this memorandum with all Children's Division staff.
2. Review revised Child Welfare Manual chapters as indicated below.
3. All questions should be cleared through normal supervisory channels and directed to:

What's Inside:
KIDS Account
Policy update

KIDS POLICY CONTACT Alice McBaine 573-751-8944 Mary.A.McBaine@dss.mo.gov	PROGRAM MANAGER Matt Morris 573-751-8953 Matthew.E.Morris@dss.mo.gov
CHILD WELFARE MANUAL REVISIONS Section 4; Chapter 11; Attachment D – Children’s Income Disbursement System (KIDS)	
FORMS AND INSTRUCTIONS N/A	
REFERENCE DOCUMENTS AND RESOURCES N/A	
RELATED STATUTE N/A	
ADMINISTRATIVE RULE N/A	
COUNCIL ON ACCREDITATION (COA) STANDARDS N/A	
CHILD AND FAMILY SERVICES REVIEW (CFSR) N/A	
PROTECTIVE FACTORS N/A Parental Resilience Social Connections Knowledge of Parenting and Child Development Concrete Support in Times of Need Social and Emotional Competence of Children	
FACES REQUIREMENTS N/A	